

CITY OF TUCSON SMALL BUSINESS COMMISSION (SBC)
MINUTES OF THURSDAY, AUGUST 25, 2005

Mayor and Council Chambers
255 West Alameda, 1st Floor
Tucson, Arizona 85701

1. Call to Order and Introductions

The meeting was called to order at 4:06 pm.

Members Present

Joanna Dinan, Chair	Deb Turner
Kendall Morgan	Jan Gordley
Don Windmiller	Britton Dornquast
Joe Higgins	Chuck Josephson
Katharine Kent, P.E. CEM	Leonard Gulotta
Lola Kakes	Richard Krone
Eddie Escalante	

Members Absent/Excused

Les Gin	Diane Castro
Eva Macias	

Others Present

Ramon Gaanderse – Ward 3	Alexis Paterson – Ward 6
Lorraine Hernandez – Ward 2	Bill Dorgan – William Dorgan & Associates
Byron Howard – Ward 4	Sandra Hallenbeck, University of Arizona Corporate Relations
Jim Meyer, NRG Consulting	Neil Norton, Direct Results
Mary Gruensfelder-Cox – Microbusiness Advancement Center	
Valerie Rauluk, Greater Tucson Coalition for Solar Energy, Metropolitan Energy Commission	
Michael Graham, City of Tucson Transportation Department	
Joe Ladenburg – City of Tucson Finance Department	
Ellen Hitchings, Kathy Maish – City of Tucson Finance Department	

2. Approval of the July 28, 2005 minutes.

Unanimously approved and accepted. Motion by Don Windmiller, 2nd Deb Turner,

3. Chairperson Report:

- Open meeting law – Handout from Terry Goddard, Attorney General regarding e-mails.
- No discussion allowed during “Future Agenda” items, cannot discuss until it is on the agenda
- Materials for meetings do not have to be posted. Items will be available for review in Ellen Hitchings’ office, 2nd floor, City Hall.
- I-10 construction project Open House October 11, 5:00-7:30 at the Manning House
- Amendment to Resolution creating the SBC on September 7, Mayor and Council Study Session agenda.
- New member – Marion Hook, Adobe Rose Inn, will be joining us next month.

4. Meet Mike Hein, City Manager - Discussion

Mike Hein spoke and answered several questions from committee members.

5. TREO, Inc. – Discussion

Joe Higgins met with Joe Snell and Kendall Bert. Joe Higgins is the SBC’s representative on TREO’s Small Business Advisory Council. All SBC members are invited to get involved. The first meeting of TREO, Inc. will be on September 12, 2005.

6. City of Tucson Business Assistance Program – Discussion

Representatives from the City of Tucson Transportation Business Assistance Program spoke. They have services to help businesses manage resources during street improvement projects. A small pamphlet was distributed.

7. Environmental Standards Portfolio – Presentation/Discussion

Valerie Rauluk, Greater Tucson Coalition for Solar Energy and Metropolitan Energy Commission, explained the work she has done with the Corporation Commission, the Environmental Portfolio Standards, and what it means to your utility bills. Her goal is more coordination between the commissions.

8. Microbusiness Advancement Center

Presentation by Mary Gruensfelder-Cox, Executive Director. She distributed a handout outlining a PowerPoint Presentation, “Microbusiness Development Organizations: who they are, what they do, and why are they needed?”

9. Business License Procedures Task Force – Discussion

Presented by Ellen Hitchings. Ellen will be giving presentations regarding the work the Task Force has done to the Pima County Small Business Commission and the Tucson Hispanic Chamber of Commerce. The Task Force is currently working through some legal questions.

10. 17 Steps Brochure – Discussion/Action

Issues addressed: 1) ADA compliant – will be researched, 2) when circles are used instead of boxes it doesn't fit on the same page, 3) Copyright added to document.

Unanimously approved and accepted. Motion by Katharine Kent, 2nd Chuck Josephson.

10. Call to the Audience

No one spoke.

11. Future Agenda Items

- TREO Update
- Solar Incentives
- University of Arizona Corporation Relations
- Business License Procedures Task Force
- Discussion of meetings, content of meetings, time of meetings
- Commercial Recycling
- Health Care Changes and Impact to Small Business/Health Savings Accounts for COT Employees
- ADOT – I-10 Construction Project
- Council Member Carol West mentioned coming up with “101 Ways to Help Small Businesses in Tucson”. Discuss 5 areas to address, such as A-Frame, simplification of processes, etc.
- Public Access TV – Promotion of businesses, how are they chosen
- SBA – Steve Hart
- ASBA – Charlie O'Dowd

13. Adjournment

Meeting was adjourned at 6:17 pm. Motion by Katharine Kent, 2nd Don Windmiller.